


Appendix B

Commonwealth of Virginia Database Index Reporting Form					
1. Public Body Name & Numeric Code: DOE (201)	4. Point of Contact: Duane C. Sergeant				
2. Database Title: Proprietary Schools	5. Phone Number: (804) 225-2298				
3. Database Acronym: PSS	6. Signature & Date: 				
<p>7. Database Description and Contents: (Provide a brief narrative summary of the purpose for which the database is maintained in support of the business of state government and a description of the general contents of the database. Indicate known restrictions to public access.)</p> <p>This Oracle database was developed for the Proprietary School Section of the Department of Education to maintain all data collected on the proprietary schools in the Commonwealth of Virginia for reports and issuing of Certificates to Operate. Access to this database is restricted to authorized proprietary schools staff only. This database is not available to the public.</p> <p><i>Note: Specific information relating to data fields, record/table layouts, and known restrictions to public access are maintained by the public body. Please contact the point of contact noted in Item 4 for further details.</i></p>					
8. Date of Last Update: July, 2001	9. Frequency of Update: <input checked="" type="checkbox"/> Daily, <input type="checkbox"/> Weekly, <input type="checkbox"/> Monthly, Other: Annually				
<p>10. Formats Available and Schedule of Fees: (Provide a description of each format in which the database is made available, and the cost, if any, of each format.)</p> <table border="0"> <tr> <td>a. <u>Format</u></td> <td>b. <u>Cost</u></td> </tr> <tr> <td>This database is not available except that some fields are available to the public through the Department of Education's web site: <a href="http://www.pen.k12.va.us">http://www.pen.k12.va.us</a></td> <td>N/A</td> </tr> </table>		a. <u>Format</u>	b. <u>Cost</u>	This database is not available except that some fields are available to the public through the Department of Education's web site: <a href="http://www.pen.k12.va.us">http://www.pen.k12.va.us</a>	N/A
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Send completed form to The Library of Virginia, 800 East Broad Street, Richmond, Virginia 23219-1905 (Attn: Mary Clark).

5/30/97